



GOVERNMENT OF THE PUNJAB
SERVICES AND GENERAL ADMINISTRATION
DEPARTMENT (REGULATIONS/O&M WING)

Dated, Lahore the 1st March, 2013

NOTIFICATION

No.DS(O&M)(S&GAD)5-3/2013. In order to streamline the procedure laid down for appointment of contract employees in BS-16 and above, excluding those working against posts in various projects / programmes / PMUs / PMOs and other time bound (one-time) development activities, on regular basis, the Chief Minister, Punjab is pleased to revise the guidelines, issued vide this Department's letter No.DS(O&M)5-3/2004/CONTRACT(MF), dated 10.11.2010, as under:-

- (A) The contract employees appointed **as per service rules**, on the recommendations of the **Punjab Public Service Commission**, are to be considered for appointment on regular basis. For this purpose, concerned Administrative Departments shall submit cases of employees for their appointment on regular basis to the Chief Minister, Punjab through the Regulations Wing, S&GAD and Finance Department. While submitting such cases to the Chief Minister it may be ensured that the contract appointments were made in accordance with the provisions of the service rules regarding age limit, qualifications and experience wherever prescribed. The appointments on regular basis may be recommended on case to case basis keeping in view the performance of the individual employee.
- (B) The contract employees, who were appointed **as per eligibility criteria**, and on the recommendations of the **Punjab Public Service Commission**, are to be considered for appointment on regular basis, subject to the condition that the concerned Administrative Department shall first get the service rules of the posts framed at the earliest and then submit the cases to the Chief Minister of the contract employees who fulfill the conditions of service rules regarding age limit, qualification and experience wherever prescribed. Summaries shall be submitted to the Chief Minister, Punjab through the Regulations Wing, S&GAD and Finance Department. The appointments on regular basis may be recommended keeping in view performance of the contractees falling in this category.
- (C) The cases of contract employees in BS-16 and above, who were appointed on the recommendations of the respective **selection committees** as per provisions of the **service rules**, may be referred to the Punjab Public Service Commission for determining their suitability for appointment on regular basis against the posts held by the contract employees.
- (D) The contract employees, who were appointed on the recommendations of the Departmental **Selection Committee** and in accordance with the

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eligibility criteria, duly approved by the Chief Minister, Punjab, may be referred to the Punjab Public Service Commission for determining their suitability for appointment on regular basis against the posts held by the contract employees, after getting the service rules framed with the approval of the Chief Minister.

2. The contract employees who do not intend to be appointed on regular basis should furnish their option to this effect in writing to the respective appointing authorities within 60 days from the issuance of this notification. They may continue with their present employment as per terms and conditions of their contract. However, no extension in their contract period shall be allowed. Those who intend to be appointed on regular basis need not to apply. The option once exercised shall be final.

3. All contract employees falling in categories (C) and (D) above shall appear before the Punjab Public Service Commission for their appointment on regular basis. They shall be required to submit affidavit on stamp paper prior to appearing before the Punjab Public Service Commission to the effect that they would not claim continuation in their contract appointments or regularization **at any forum**. In the event of their failure to qualify for the post held by them, their contract will be terminated on receipt of recommendations of the Punjab Public Service Commission.

4. The contract appointees on their regular appointment shall remain on probation in terms of section 5 of Punjab Civil Servants Act, 1974 and rule 7 of the Punjab Civil Servants (Appointment and Conditions of Service) Rules, 1974.

5. Further necessary action may be taken accordingly.

BY THE ORDER OF THE CHIEF MINISTER, PUNJAB

SHAHNAZ NAWAZ
Secretary (Regulations), S&GAD

No.DS(O&M)(S&GAD)5-3/2013


Dated Lahore, the 1st March, 2013

A copy is forwarded for information and necessary action to:-

- 1 The Principal Secretary to Governor of the Punjab.
 - 2 The Secretary to Chief Minister, Punjab.
 - 3 The Senior Member, Board of Revenue, Punjab.
 - 4 Chairman Planning & Development Board, Punjab.
 - 5 The Chairman, Chief Minister's Inspection Team, Punjab, Lahore.
- ✓ All Administrative Secretaries to Government of the Punjab.



- 7 The Secretary Ombudsman, Punjab, 2-Bank Road, Lahore.
- 8 The Registrar, Lahore High Court, Lahore.
- 9 The Registrar, Punjab Service Tribunal.
- 10 The Inspector General of Police, Punjab/Provincial Police Officer.
- 11 The Accountant General, Punjab, Lahore.
- 12 All Head of Attached Departments in the Punjab.
- 13 All Commissioners in the Punjab.
- 14 All District Coordination Officers in the Punjab.
- 15 All Heads of Autonomous Bodies in the Punjab.
- 16 The Secretary, Provincial Assembly, Punjab.
- 17 The Secretary, Punjab Public Service Commission, Lahore.
- 18 All District Accounts Officers in the Punjab.
- 19 PS to Chief Secretary, Punjab, Lahore.
- 20 PSO to Additional Chief Secretary, Punjab, Lahore.
- 21 PSs to Secretary (Services), Secretary (Regulations), and Secretary (I&C) S&GA Department.
- 22 All Additional Secretaries/Deputy Secretaries/Section Officers in the S&GAD.
- 23 The Superintendent, Government Printing Press, Punjab, Lahore. He is requested to publish this notification in the official gazette and provide 50 copies to this Department.


(RUKHSANA NADEEM BHUTTA)
Additional Secretary (PP&CM), S&GAD